



## **Community Learning Spring Programme of Evening and Daytime Classes 2018**

## Contents:

Community Learning Spring Programme of Evening and Daytime Classes 2018.....	1
New arrangements now available to pay for your class.....	5
How to Enrol.....	5
Applying in Person.....	5
Applying by Post.....	6
Applying by Telephone.....	6
Who can apply?.....	6
Orkney Islands Council: Concessions.....	6
Special Requirements.....	7
Closing date for enrolments.....	7
Confirmation of a place on a course.....	7
Refunds.....	7
The Benefits of Community Learning.....	8
Daytime and Evening Courses at your Local School or Community Centre.....	9
On Location around the Orkney Mainland.....	9
B193 Appreciating Orkney's Wildflowers and Habitats.....	9
Dounby Community School.....	9
DB05: Yoga  .....	9
DB06: Yoga  .....	9
King Street Halls, Kirkwall and On Location.....	10
B196 Outdoor Sketching with Pen and Wash.....	10
B197 Fun with Mixed Media Outdoor Landscape and Painting/Sketching ....	10
B205 Acting to Camera – Foundation Course.....	10
Kirkwall Community Centre.....	11
B182 Yoga  .....	11

B201 Gentle Yoga 	11
B203 Independent Film Making – Foundation Course.....	11
Kirkwall Grammar School.....	11
B183: Arabic Language .....	11
B184: Aromatherapy.....	12
B186 Introduction to Pottery .....	12
B190 Introduction to Indian Head Massage.....	12
B194 Tai Chi 	13
Orkney Library and Archive.....	13
B187: Meditation for Experienced Practitioners 	13
B188: Meditation for Life 	13
B198: Exploration of Mindfulness 	13
B204: Presenting to Camera – Foundation Course .....	14
Rousay Church .....	14
RS03: Yoga 	14
Shapinsay Community School .....	15
SH03: Yoga 	15
Stromness Academy.....	15
B181: Yoga 	15
B185: Upholstery and Furniture Restoration .....	15
B189: Beginners Aromatherapy.....	15
B195: Tai Chi 	16
Stromness Town Hall.....	16
B200 Yoga 	16
B202: Yoga 	16

Community Learning and Development..... 18

## **Sign up Now!**

All courses are available for booking from **Monday 16 April 2018**.

Welcome to the new Community Learning Guide for Spring 2018. This guide contains our Spring programme of courses, drawn together by the Council's Community Learning and Development Service with local schools, Community Associations and Community Centres.

All courses are offered subject to demand. When courses fill quickly we will try to arrange additional classes, although this is not always possible. Classes are filled on a first come first served basis.

The message is - It pays to enrol early!

A closing date of **Friday 27 April** is applied, so that students can re-register for another course if their first choice is cancelled or full.

All courses, may be booked using the application form available on the same web page as this document, claiming Council Concessions, if you are eligible.

Further copies of the Guide to Courses may be obtained from the Orkney Libraries and the Customer Services areas of Orkney Islands Council.

If you can't locate a copy, please contact:

Customer Services, Council Offices, Kirkwall KW15 1NY.

Telephone enquiries – 01856873535.

## **New arrangements now available to pay for your class**

Course fees are payable by Cash, Cheque or Debit/Credit Card.

Concessions are available; please see page 6 for full details.

If you wish to pay by instalment: (50% initially and two further 25% payments) please request this at the time of payment. This also applies to concessionary students.

## **How to Enrol**

In person, by post or by telephone at the Council's Main Reception.

Closing date for enrolment is Friday 27 April (for most courses). Courses commencing in week beginning 23 April will close for booking on the afternoon of Friday 20 April.

## **Applying in Person**

To find out more about courses or to book a course in person visit:

- The Council's main reception desk at Customer Services, Council Offices, School Place, Kirkwall, KW15 1NY or at The Warehouse Building, Stromness, KW16 3AA.

Course fees must be paid at the time of enrolment.

### **Applying by Post**

To apply by post, complete the application form available on the same web page as this document, claiming concessions if you are eligible, and send it with your payment to:

- Customer Services (Course Applications), Council Offices, Kirkwall, Orkney, KW15 1NY, for all other courses.

Course fees must be paid at the time of enrolment. Cheques should be made payable to Orkney Islands Council.

### **Applying by Telephone**

To find out more about courses or to book a course by phone contact:

- Customer Services on 01856873535.

Course fees must be paid at the time of enrolment. You will need to give details of your debit or credit card to enrol by phone.

### **Who can apply?**

Courses are aimed at young people and adults. Young people in S3 and above may apply, but for some courses students must be 18 years of age.

### **Orkney Islands Council: Concessions**

You pay only 50% course fees if you are:

- Aged 60 years or over and receiving Pension Credit.
- A disabled person aged 18 years or over.
- A parent of a disabled child aged under 18 years.

You must be an Orkney resident to claim concessions.

You may be asked to provide proof of eligibility to claim concessions.

**All evening class students are expected to provide their own books and materials for the courses.**

## **Special Requirements**

Please contact Customer Services if you have any special requirements to enable you to attend your chosen course(s).

## **Closing date for enrolments**

Unless specified in the course description, courses which fail to reach minimum numbers by will be cancelled. All registered students will be informed. Course fees will be refunded. Late enrolment may be possible if space allows, but remember that courses may be cancelled if you don't enrol early.

## **Confirmation of a place on a course**

Applications are taken on a first come, first served basis. You will receive a receipt for payment of course fees and a letter confirming the proposed starting date and venue for your course(s). You will not be contacted again unless your course is cancelled.

## **Refunds**

All course fees are non-refundable, except in the event of a course having to be cancelled due to it failing to reach the minimum number of students required.

## The Benefits of Community Learning

The positive benefits of Community Learning should not be underestimated. Bringing people together helps build cohesive and supportive communities, increases people's confidence and can greatly improve physical and mental health.

Our annual evaluation of student responses highlights the benefits of attending community learning courses.

When asked why they attended courses, people listed the following reasons:

A chance to get out and socialise.	78.40%.
Helps me stay healthy.	69.60%.
Meeting new people.	67.20%.
Helps keep me mentally active.	64.80%.
Learn new skills.	62.40%.
A sense of achievement.	54.40%.
Making new friends.	47.20%.
Feel more confident.	29.60%.
Progress to other learning.	10.40%.
Feel more able to learn.	9.60%.
A step back into learning.	8.80%.
Learning skills for work.	7.20%.
Gaining qualifications.	4.80%.

Some of the feedback comments we received included:

- "Excellent course, excellent tutor, thank you very much".
- "Informative, fun and good exercise".
- "Have thoroughly enjoyed the experience and will be enrolling on the course next year".
- "The tutor is an exemplary practitioner/teacher".

## Daytime and Evening Courses at your Local School or Community Centre

### On Location around the Orkney Mainland

#### B193 Appreciating Orkney's Wildflowers and Habitats

A course of 5 walks on Tuesdays around Orkney between 12 June and 14 August.

This series of flower forays includes visits to some of Orkney's best wildflowers locations and will focus on a variety of habitats and the plants that are likely to be found there. We shall look specifically at the shore, saltmarsh, links, grasslands, wetlands, sea cliffs and the hill. The forays will be undertaken on the Mainland of Orkney, Burray and South Ronaldsay. Venues will be decided closer to the scheduled dates and will take into account weather, tides and whether certain plants are flowering.

- Tutor: Tim Dean.
- Tuesdays from 12 June fortnightly (5 meetings).
- 10:00 – 14:00.
- Course fee: £104.00.
- Maximum class size: 10 students.

### Dounby Community School

#### DB05: Yoga

The emphasis of this class is on exploring how to move without strain on the body whilst developing strength, flexibility, stability and a sense of ease and wellbeing both physically and mentally. You will be encouraged to work hard at your own pace. The practice of Yoga is a deeply personal experience. The class will evolve to meet the needs of individuals as well as the group, as far as is possible. Students might find that they can reduce symptoms of stress, anxiety and pain if they practice regularly but there is a general sense of wellbeing after a weekly class.

- Tutor: Mary Scott.
- Thursdays from 3 May (6 meetings).
- 18:00 – 19:30.
- Course fee: £48.00.
- Maximum class size: 12 students.

#### DB06: Yoga

A class for all fitness levels and age groups. Flowing movements and sequences, with awareness of the breath, can create a feeling of energy and wellbeing, while relaxation sessions aim to wash away feelings of tension or stress.

- Tutor: Maureen Gray.
- Mondays from 30 April (5 meetings).
- 10:00 - 11:30.
- Course fee: £40.00.
- Maximum class size: 12 students.

## **King Street Halls, Kirkwall and On Location**

(Students to provide their own materials)

### **B196 Outdoor Sketching with Pen and Wash**

A return of the ever-popular outdoor pen and wash (watercolour) lessons. A great opportunity to be outside drawing and painting directly from life.

The class is suitable for all abilities as the first session is spent in the studio practising the skills and techniques needed for pen and watercolour and outdoor working.

- Tutor: Sheena Graham-George.
- 6 meetings Thursdays from 7 June.
- 10:00 – 12:15.
- Course fee: £70.00.
- Maximum class size: 8 students.

### **B197 Fun with Mixed Media Outdoor Landscape and Painting/Sketching**

This series of workshops is about having fun working directly from nature whilst experimenting with materials and textures including collage, charcoal, pastels, paint and pens to capture the essence of the Orkney landscape. Two sessions will be spent indoors and four sessions will be on location.

The class is suitable for everyone from beginners to the more advanced – you just need an open mind to creativity and be happy to learn through experimentation.

- Tutor: Sheena Graham-George.
- 6 meetings Thursdays from 7 June.
- 13:30 – 15:45.
- Course fee: £70.00.
- Maximum class size: 8 students.

### **B205 Acting to Camera – Foundation Course**

A practical course to introduce you to acting whilst in front of a camera. Students will gain confidence acting in front of a camera without being distracted by all the equipment, enabling them to concentrate on their performance as an actor. Students will learn tips to overcome nerves, learn about posture, body language, voice projection, enunciation, set etiquette and health and safety on a fully functioning set. By the end of the course each student should be able to confidently perform in front of a camera, with presence and authority.

- Tutor: Lloyd James.
- 6 meetings Fridays from 4 May.
- 14:00 – 17:30.
- Course fee: £146.00.
- Maximum class size: 8 students.

## Kirkwall Community Centre

### B182 Yoga

The emphasis of this class is on exploring how to move without strain on the body whilst developing strength, flexibility, stability and a sense of ease and wellbeing on a physical and mental level. You will be encouraged to work hard at your own pace. The practice of Yoga is a deeply personal experience. The class will evolve to meet the needs of individuals as well as the whole group, as far as is possible. Students might find that they can reduce symptoms of stress, anxiety and pain if they practice regularly but there is a general sense of wellbeing after a weekly class.

- Tutor: Mary Scott.
- Thursday from 3 May (6 meetings).
- 11:30 - 13:00.
- Course fee: £48.00.
- Maximum class size: 12 students.

### B201 Gentle Yoga

This class is intended for individuals who are interested in joining a gentle yoga class with the aim of improving overall mobility and fitness after a period of illness recovery and rehabilitation.

- Tutor: Maureen Gray.
- 5 meetings Wednesdays from 2 May.
- 12:00 – 13:00.
- Course fee: £26.00.
- Maximum class size: 8 students.

### B203 Independent Film Making – Foundation Course

A practical hands-on course to introduce you to independent film making. Students will be taught how to use camera equipment, audio recording equipment and lighting whilst shooting scenes. Students will learn how to frame a shot cinematically, and learn the health and safety aspects of using the equipment, and of a functioning film set. The course is aimed at anyone who is interested in gaining experience in independent film making.

- Tutor: Lloyd James.
- 8 meetings Mondays from 30 April
- 13:00 – 16:30.
- Course fee: £146.00.
- Maximum class size: 8 students.

## Kirkwall Grammar School

### B183: Arabic Language

This course will initially operate for 3 sessions and will cover the teaching of standard Arabic language and may include colloquial if desired. The tutor will work closely to determine the areas of interest for students such as culture, principles, values, lifestyle, politics, religion, media etc. and introduce a level of language that may

inspire students to further learning of this language. Students with or without knowledge of Arabic will be very welcome. Follow on classes will be arranged if there is interest to do so.

- Tutor: Ammar Saleh.
- 3 meetings Tuesday 1 May, Thursday 3 May and Tuesday 8 May
- 18:30 – 20:30.
- Course fee: £32.00.
- Maximum class size: 7 students.

### **B184: Aromatherapy**

Learn how to use essential oils safely at home and how they can be used to help promote positive physical and mental wellbeing. The course will cover the growth of aromatherapy throughout history, looking at common uses of oils, and enable you to gain experience blending and making several of your own products in a relaxed creative environment.

All materials for practical work will be provided by the tutor, at a cost of £20.00 payable on the first night.

- Tutor: Gail McAndrew.
- Thursdays from 3 May.
- 8 meetings 18:30 – 20:30.
- Course fee: £84.00.
- Maximum class size: 10 students.

### **B186 Introduction to Pottery**

With a relaxed atmosphere small class sizes with materials and tools provided for a small charge, this five week course offers a comprehensive introduction to working with clay. You will learn different hand building processes; slab and coil building as well as some time on the throwing wheel. Those who already have experience in pottery are welcome to join to brush up on existing skills or learn new ones.

Additional costs: Clays and glazes will be provided on the first night at an additional charge of £12 per student.

- Tutor: Robin Palmer.
- 5 meetings Thursdays from 26 April.
- 18:30 – 20:30.
- Course fee: £52.00.
- Maximum class size: 8 students.

### **B190 Introduction to Indian Head Massage**

This course is suitable for beginners. Students will learn a brief history of Indian Head Massage, learn a variety of massage movements through demonstrations and practice each week building up to a full massage sequence including the head, neck, back, shoulders and face. Everybody is welcome.

- Tutor: Carol Hunter.
- 4 meetings Thursdays from 3 May.

- 19:00 – 21:00.
- Course fee: £42.00.
- Maximum class size: 10 students.

### **B194 Tai Chi**

Tai Chi is a Chinese form of exercise suitable for people of all ages; it enables us to develop a healthy body as well as an alert mind. The slow graceful movements of Tai Chi can help with general fitness and wellbeing, balance, confidence and stress reduction. The focus of the class will be learning the Wutan Tai Chi Short Form. Students will also learn Qi Gong energy exercises and Tai Chi Pushing Hands.

- Tutor: Rhona Jenkins
- 8 meetings Wednesdays from 9 May.
- 19:00 – 21:00.
- Course fee: £84.00.
- Maximum class size: 15 students.

## **Orkney Library and Archive**

### **B187: Meditation for Experienced Practitioners**

These meetings will enable participants to deepen their practice and will include moving meditations, contemplations and where appropriate personal guidance. The course contact will focus on loving kindness practice. Students should have studied meditation with this tutor or another teacher previously.

- Tutor: Meg Wester-Gaertner.
- Thursdays from 10 May. (No class on 17 May).
- 8 meetings.
- 14:00 – 16:00.
- Course fee: £84.00.
- Maximum class size: 8 students.

### **B188: Meditation for Life**

This course is for anyone interested in Meditation or developing existing practice. The course content will focus on using seated, moving and walking meditations as aids to mindfulness, and reducing stress in everyday life. No previous experience is necessary.

- Tutor: Meg Wester-Gaertner.
- Wednesday from 16 May.
- 8 meetings.
- 14:00 – 16:00.
- Course fee: £84.00.
- Maximum class size: 8 students

### **B198: Exploration of Mindfulness**

Do you wonder what Mindfulness is? It is a life skill which can deepen our sense of well-being and fulfilment. It can help individuals to become calmer and to live in the

present moment, to see things more clearly. Over time, mindfulness can be transformative; Mindfulness can positively affect underlying day to day anxiety, stress and irritability. Aspects covered include, mindfulness of breath, body, thoughts, emotions, self-compressions, the exhaustion funnel, acceptance and more! No previous experience is necessary.

- Tutor: Carolyn Stewart.
- Tuesdays from 8 May.
- 8 meetings.
- 14:00 – 16:00.
- Course fee: £84.00.
- Maximum class size: 10 students.

### **B204: Presenting to Camera – Foundation Course**

A practical course to help you gain confidence and have an overall better on-camera presence, no matter what kind of video you are a part of. The course is aimed at anyone who may want to take the first steps towards a career in news reporting, news anchor or who want to start a blog or YouTube channel. You will be taught tips and techniques about talking to a camera and explore how you can find our own voice and express your personality and authority whilst presenting.

- Tutor: Lloyd James
- Mondays and Fridays from 30 April.
- 16 meetings.
- 10:30 – 12:30.
- Course fee: £166.00.
- Maximum class size: 8 students.

## **Rousay Church**

### **RS03: Yoga**

The emphasis of this class is on exploring how to move without strain on the body whilst developing strength, flexibility, stability and a sense of ease and wellbeing on a physical and mental level. You will be encouraged to work hard at your own pace. The practice of Yoga is a deeply personal experience. The class will evolve to meet the needs of individuals and the group, as far as is possible. Students might find that they can reduce symptoms of stress, anxiety and pain if they practice regularly but there is a general sense of wellbeing after one class.

- Tutor: Mary Scott.
- Wednesdays from 2 May (6 meetings).
- 15:30 - 17:00.
- Course fee: £48.00.
- Maximum class size: 9 students.

## Shapinsay Community School

### SH03: Yoga

The emphasis of this class is on exploring how to move without strain on the body whilst developing strength, flexibility, stability and a sense of ease and wellbeing on a physical and mental level. You will be encouraged to work hard at your own pace. The practice of Yoga is a deeply personal experience. The class will evolve to meet the needs of individuals and the group, as far as is possible. Students might find that they can reduce symptoms of stress, anxiety and pain if they practice regularly but there is a general sense of wellbeing after one class.

- Tutor: Mary Scott.
- Thursdays from 3 April (6 meetings).
- 15:00 - 16:30.
- Course fee: £48.00.
- Maximum class size: 8 students.

## Stromness Academy

### B181: Yoga

The emphasis of this class is on exploring how to move without strain on the body whilst developing strength, flexibility, stability and a sense of ease and wellbeing on a physical and mental level. You will be encouraged to work hard at your own pace. The practice of yoga is a deeply personal experience. The class will evolve to meet the needs of individuals as well as the whole group, as far as is possible. Students might find that they can reduce symptoms of stress, anxiety and pain if they practice regularly but there is a general sense of wellbeing after a weekly class.

- Tutor: Mary Scott.
- Wednesdays from 2 May (6 meetings).
- 18:30 - 20:00.
- Course fee: £48.00.
- Maximum class size: 12 students.

### B185: Upholstery and Furniture Restoration

This course concentrates on the re-upholstering of furniture although some restoration work may be undertaken. Work on bulky items should be avoided as we have no space to store items. Any materials required will be available to purchase from the tutor.

- Tutor: Paul Steadman.
- Tuesdays from 24 April (10 meetings).
- 19:00 - 21:00.
- Course fee: £104.00.
- Maximum class size: 8 students.

### B189: Beginners Aromatherapy

This course is suitable for total beginners who have no previous knowledge of essential oils and how to use them safely. Students will learn a brief history of

essential oils, about the top 20 essential oils and how to blend your own oils. A basic hand massage sequence will be taught to students. By the end of the sessions the learners will have increased knowledge of essential oils, including therapeutic values, categories of oils, base oils, and how oils are absorbed into the body.

- Tutor: Carol Hunter.
- Tuesdays from 1 May (4 meetings).
- 19:00 - 21:00.
- Course fee: £42.00.
- Maximum class size: 10 students.

### **B195: Tai Chi**

Tai Chi is a Chinese form of exercise suitable for people of all ages. It enables us to develop a healthy body as well as a calm, alert mind. The slow graceful movements of Tai Chi can help with general fitness and wellbeing, balance, confidence and stress reduction. The focus of the class will be on learning the slow Tai Chi Short Form. Students will also learn a set of Qi Gong energy exercises and Tai Chi Pushing Hands.

- Tutor: Jim Lawson.
- Thursdays from 26 April (8 meetings)
- 19:00 – 21:00.
- Course fee: £84.00.
- Maximum class size: 12 students

A class for all fitness levels and age groups. Flowing movements and sequences, with awareness of the breath, can create a feeling of energy and wellbeing, while relaxation sessions aim to wash away feelings of tension or stress.

## **Stromness Town Hall**

### **B200 Yoga**

A class for all fitness levels and age groups. Flowing movements and sequences, with awareness of the breath, can create a feeling of energy and wellbeing, while relaxation sessions aim to wash away feelings of tension or stress.

- Tutor: Maureen Gray.
- Mondays from 30 April (5 meetings).
- 18:30 - 20:00.
- Course fee: £40.00.
- Maximum class size: 15 students.

### **B202: Yoga**

A class for all fitness levels and age groups. Flowing movements and sequences, with awareness of the breath, can create a feeling of energy and wellbeing, while relaxation sessions aim to wash away feelings of tension or stress.

- Tutor: Maureen Gray.
- Thursdays from 3 May (5 meetings). No class on 24 May.

- 10:00 - 11:30.
- Course fee: £40.00.
- Maximum class size: 15 students.

## Community Learning and Development

This term's Community Learning Programme offers a varied selection of classes and courses, from Pottery to Aromatherapy. If you want to discover the benefits of yoga, learn about Arabic Language or take up painting in various mediums, then these courses offer ample opportunity.

If you have ideas for courses you would like to see offered, or you have a skill or interest you would like to share, please contact: Kerry Spence, CLD Team Leader, Education, Leisure and Housing, Council Offices, Kirkwall. Telephone - 01856873535 extension 2425 or [kerry.spence@orkney.gov.uk](mailto:kerry.spence@orkney.gov.uk).

Kerry Spence, CLD Team Leader, Education, Leisure and Housing.

A Guide to Courses in Spring 2018 was compiled by:

Community Learning and Development, Education, Leisure and Housing, Council Offices, Kirkwall, KW15 1NY.

Telephone enquiries: 01856873535.

Please contact Customer Services if you have any special requirements to enable you to attend your chosen course(s).

Look out for the Community Learning leaflet – published in August – for details of courses starting in Autumn.

Community Learning and Development,  
Education, Leisure and Housing,  
Council Offices,  
Kirkwall, KW15 1NY.

Telephone: 01856873535 extension 2425 or email [kerry.spence@orkney.gov.uk](mailto:kerry.spence@orkney.gov.uk).

April 2018.

## Course Application Form Spring 2018

Name:	<input type="text"/>	Address:	<input type="text"/>
Telephone No.	<input type="text"/>		<input type="text"/>
Mobile No.	<input type="text"/>	Postcode:	<input type="text"/>
Email:	<input type="text"/>		

Do you have any special needs related to your chosen course(s)?

Ref. No.	Course Details:	Course Fee:	Amount Due:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

(Do not use this form to apply for A referenced College courses)

Total Due: £

Charges: Tick the box(es) that apply:

Full Fee     50%     Instalments     ActiveLife     Budget ActiveLife

Additional costs: All participants are required to provide the required materials and books. For some courses there is an added charge paid in advance on which concessions are not available.

Please make all cheques payable to Orkney Islands Council.      Added Charge:

Refunds will only be considered in extenuating circumstances.      Total Due:

If claiming concessions, please state the reason by ticking one or more of the boxes below:

I am aged 60 or over and receive Pension Credit	<input type="checkbox"/>
I receive Attendance Allowance	<input type="checkbox"/>
I / my child (under 18) receive(s) Disability Living Allowance or Personal Independence Payment	<input type="checkbox"/>
I receive Employment and Support Allowance (this may also be called Incapacity Benefit)	<input type="checkbox"/>
I receive severe Disablement Allowance (this may also be called Employment and Support Allowance)	<input type="checkbox"/>
I am / my child (under 18) is Registered Blind	<input type="checkbox"/>

Signature: <input type="text"/>	Date: <input type="text"/>
---------------------------------	----------------------------

Office Use Only:

Received £   
 .....  
 Receipt No.   
 .....  
 Approved by:   
 .....  
 Date:

Concessions:

Please state reason for claim:.....  
 .....  
 Signature:   
 .....  
 Date: